

**Medina Water Supply Corp**  
**Minutes of Board of Directors Meeting on 4/15/2024**  
**at Medina Community Library**

Meeting called to order at 6:58 pm by Board President Dan Poston.

Directors present:

Dan Poston – President  
Harvey Young – Vice President  
Janet Miller – Treasurer  
Charles Anderson - Secretary  
David Reed  
Roger Mora  
Jon Miller

Quorum present

Also present:

Kevin Ayers – contractor	Janet Zamrazil
Michael Sowders – contractor	Don and Nancy Larzelere
Celeste Lyman	Marissa Gonzalez
Duane and Carole Bell	Steve McCoy
Jill Young	Jeremy Stroud
Linda Poston	Traci Fjellstad
Jamie McFarland	Anita Randall

Dan Poston - signed a resolution to accept Jon Miller to the uncontested seat on the board and introduced Charles Anderson to the board and members.

**Selection of Board Officers**

President - Dan Poston    Nominated by David Reed    Seconded by Janet Miller  
Selected by 6 positive votes.

Vice President – Harvey Young    Nominated Dan Poston    Seconded by Roger Mora  
Selected 6 positive votes.

Treasurer – Janet Miller    Nominated by Dan Poston    Seconded by David Reed  
Selected 6 positive votes.

Secretary – Charles Anderson    Nominated by David Reed    Seconded by Roger Mora  
Selected 6 positive votes.

### **Reading of Previous Meeting minutes**

Due to the inexperience of the Secretary, the reading of the minutes was delayed. The directors had all reviewed them prior to the meeting.

Dan Poston makes a motion to adopt a resolution appointing Jon Miller to uncontested board position "B". Motion was seconded by Roger. Motion carried.

Minutes then reviewed by the board from paper copies provided for the meeting. A question arose regarding an inventory of items purchased from blue book. Kevin offers to provide invoices for review. Mike Sowders agreed to make a list.

Motion to accept minutes as published by Harvey Young, Janet Miller seconded, motion carried.

### **Public Comments (5 minutes per speaker)**

No further comments.

### **Treasurer's Report**

See included reports March 2024.

Janet comments that no unusual expenses, clarifies the Internet Connection line item as plant electricity expense that was miscategorized. Check number 7747.

Dan moves to accept the Treasures report as presented, Janet second, motion carried.

### **Accounts Report**

The Accounts Report was provided in written form by Kevin Ayers. See attached report. When discussing water loss, Harvey asked if Finch plant losses were due to maintenance. Kevin explained that the loss wasn't that much higher than normal, but the maintenance may have been some of it.

Kevin received a letter from the insurance company, after last year's claim for lightning damage, the company now requires a \$25,000 lightning deductible for renewing the policy. Renewal due in June. Kevin to ask the insurance company to honor the old terms, and if not shop it around. TRWA may have a list of companies to deal with. Jon Miller moves to accept the report as presented, seconded by Roger Mora, motion carried 7 positive votes.

## **System Operator's Report**

See included reports March 2024 Field Report.

Still waiting for Kerr Pump to install meters on the well heads at the Finch plant. Kevin followed up last week, delays due to Kerr Pump availability. Michael Sowders to follow up next week and see if they can get it scheduled for the first of the Month (May 2024). Harvey Young makes a motion to accept the report as presented, seconded by Roger Mora, motion carried with 7 positive votes.

## **Old Business**

Hydrological Study – Ardurra – Harvey provided update that Johnathon is going to come out next month and tell us what they have accomplished. Kevin states we want the report.

Economic Survey – Business Services Company is the only company Kevin was able to find that performs this service. The bid is \$6,000. \$3000 is due upon completion of the survey with at least 60% response rate. An additional \$3000 is due upon submission of the results to the TWDB. Celeste Lyman added input, asking how low the results must be to make a difference. Dan to send an email and update the website to re-assure the membership of the confidentiality and anonymity of their responses. Dan Poston makes a motion to contract with Business Services Company to conduct an economic survey of the community. Motion seconded by John and carried by 7 positive votes.

Stringtown Pressure Tank Installation – Cope Engineering. To get the pressure tank installed at the Stringtown plant there is engineering work and TCEQ approvals required for installed and certified for us. The cost of the Engineering package is \$10,000. Includes TCEQ approvals and submissions. This is a pre-requisite required for approval before work can start. The engineering package includes piping, electrical, controls, instrumentation, and contractor support. Not included is concrete work and running the electrical components. Harvey reminds us Ardurra's bid was \$3,500 to engineer the concrete pad. Dan Poston make a motion to spend \$10,000 for the engineering of the concrete pad and required items for the installation of the pressure tank. Motion seconded by Roger Mora and is carried by 7 positive votes.

Generator Maintenance Contract – Roger got three bids for the contract. Recommends we go with Texas Power and Control based on response time, proximity, on staff resources, and price. Roget makes motion to contract Texas Power and Controls for a maintenance agreement costing \$780 (plus taxes). Jon Miller seconds motion carried by 7 positive votes.

Stringtown Ground Tank Roof repair – Maguire Iron, Inc. provided a bid to fix the deficiencies found in the tank inspection report. This was the best of 4 bids. The bid includes repair to roof, repair to pits in roof, OSHA compliant handrails, replace vent screen. Kevin recommends we omit the handrails for this repair as the tank is almost at the end of its life. Also required is a temporary tank which Maguire can provide for an additional \$10,000 per month including hookup plumbing. Michael Sowder advised that this repair is urgent and necessary to prevent system failure. Dan Poston moves that we approve the expenditure of \$25,850 (plus tax) for the items as shown in the contract for services less the handrails. Seconded by Jon Miller and carried by 7 positive votes.

Updated Stringtown Welded Tank bids – Tabled for now.

New Business - No new business

Meeting Adjournment

Motion to adjourn made by Roger, seconded by Jon, Motion carried by 7 positive votes at 8:22 pm.

Minutes approved as:

\_\_\_ distributed.

\_\_\_ amended.

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Date